

BOARD ORDERS AND MINUTES

IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

FOR THE COUNTY OF YAMHILL

SITTING FOR THE TRANSACTION OF COUNTY BUSINESS

THE BOARD OF COMMISSIONERS OF YAMHILL COUNTY (“the Board”) sat for the transaction of county business in combined formal/informal session on June 11, 2020, at 10:00 a.m. in Room 32 of the courthouse, Commissioners Casey Kulla, Mary Starrett and Richard L. “Rick” Olson being present.

Also present were Ken Huffer, County Administrator; Christian Boenisch, County Counsel; Ken Friday, Planning Director; Lance Woods, Associate Planner; and Todd Sadlo, Senior Assistant County Counsel.

Welcome! Due to COVID-19 and social distancing requirement, attending the meeting is discouraged. The public can view the meeting via YouTube link on the Yamhill County Meetings page. <https://www.co.yamhill.or.us/meetings>. See below for instructions regarding submitting general public comment or comments on agenda items.

A. CALL TO ORDER

Commissioner Kulla called the meeting to order at 10:00 a.m.

B. FLAG SALUTE

C. PUBLIC COMMENT: *Due to COVID-19 and social distancing requirements, we encourage anyone wishing to submit general public comment or comments on agenda items to do so in written format via email at bocinfo@co.yamhill.or.us or by mail at 535 NE Fifth St., McMinnville, OR 97128. Any comments received prior to the meeting will be shared with the Board of Commissioners and submitted to the record.*

All public comments received via email were related to item F6.

D. CONSENT AGENDA: None.

E. OLD BUSINESS: None.

F. OTHER BUSINESS (Add-ons and non-consent items):

1. **B.O. 20-173** - Consideration of approval of an intent to award a construction contract to Specialized Pavement Marking Inc. for the 2020 Highway Striping Services project in the amount of \$214,182.71.

Commissioner Olson moved approval of item F1. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

2. **B.O. 20-174** - Consideration of approval of an agreement between Yamhill County and the Housing Authority of Yamhill County (B.O. 19-106) extending the agreement through April 30, 2021, to support low income housing needs by increasing vouchers from 10 to 15 per month.

Commissioner Starrett moved approval of item F2. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

3. **B.O. 20-175** - Consideration of approval for Yamhill County to purchase and enter into an agreement with NEOGov for the utilization of their insight and onboard platforms, annual fee in the amount of \$24,180.20 and non-recurring professional service fees in the amount of \$9,000.

Mr. Huffer stated this project has been included in the budget and will improve the Human Resource process of recruitment, application and onboarding. Commissioner Olson moved approval of item F3, subject to final review by County Counsel. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

4. **B.O. 20-176** - Consideration of approval of a contract extension between Yamhill County Assessor's Office and Andrea White dba Trask Mountain Editing (B.O. 19-408) through December 31, 2020, not-to-exceed amount of \$25,000.

Commissioner Starrett moved approval of item F4. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

5. **B.O. 20-177** - Consideration of declaring tax lot R3218BA 00303, a parcel of undeveloped real property acquired by the County through property tax foreclosure, as surplus property and authorize the sale of this parcel to KPJ LLC, 920 Sahalee Court SE, Salem, OR 97306, for \$3,000, plus fees and cost.

Mr. Boenisch stated the property was likely created due to a surveying error. The land is currently incorporated into an adjoining property. He stated after sale notification to neighboring residents was issued, a buyer was selected and will purchase the parcel through a quick claim deed; the property is currently not zoned for a dwelling. Commissioner Kulla moved approval of item F5. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

6. **B.O. 20-178** - Consideration of approval in the matter of rescinding B.O. 20-25 on remand from the Land Use Board of Appeals and reauthorizing the establishment of a contract with Farline Bridge, Inc. for the Yamhelas Westider Trail Bridge Construction Project. Contract approval to be retroactive to January 16, 2020.

Commissioner Starrett acknowledged the names of citizens who submitted written public comment regarding this agenda item; Lee Schrepel, Julie Van Dyke, Cory Van Dyke, Tom Hammer, Greg McCarthy, Ben Van Dyke, Billie Matthews, John Van Dyke, Alice Partridge and Chris Matson. Ms. Matthews gave oral public comment in opposition of bypassing LUBA's remand of the bridge contract.

Todd Sadlo noted that the bridge was approved as part of the trail remand. He responded to questions by the Board regarding the remand. Ken Friday responded to questions regarding the timing of the published public notice. Proper notice was given for the remand hearing which

was held on May 28, 2020. It was clarified that public notice was not required, as this was an administrative matter. After discussion, Commissioner Kulla moved approval of item F6. The motion passed, Commissioners Kulla and Olson voting aye. Commissioner Starrett voting nay.

7. Discussion of submitting a letter to the Governor’s Office in support of equitable distribution of CARES Act relief funds to Oregon counties.

Commissioner Starrett stated that the Association of Oregon Counties has asked individual counties to submit a letter to the Governor’s Office and state representatives. Commissioner Starrett moved approval of item F7. The motion passed, Commissioners Kulla, Starrett and Olson voting aye.

G. PUBLIC HEARINGS:

1. Docket #C-22-19/SDR-35-19 (LW): An appeal of the Planning Director’s approval of a conditional use and site design review request to operate a farm stand, a flour processing facility and an on-site bakery as a commercial activity in conjunction with farm use. Applicants: Bram Yoffie and Susan Stoller; Appellants: 1000 Friends of Oregon and Friends of Yamhill County.

Commissioner Kulla opened the public hearing at 10:47 a.m.

Commissioner Kulla noted a possible conflict of interest stating that he has processed flour grain in the past, but the conflict would not prevent him from voting. There was no ex-parte contact noted and there were no abstentions or objections to the jurisdiction of the hearing. Mr. Sadlo recommended that the “raise it or waive it” statement be delayed for the new hearing date. Mr. Woods stated that both parties have requested to delay the hearing until July 16, 2020 to allow both parties time for mediation.

Commissioner Olson moved approval to continue the docket hearing until July 16, 2020 at 10:00 a.m. in Room 32 of the Yamhill County courthouse. The motion passed, Commissioners Kulla, Starrett and Olson voting aye. Commissioner Kulla recessed the public hearing at 10:52 a.m.

H. ANNOUNCEMENTS:

1. For information on county advisory committee vacancies, please refer to the county’s website, <https://www.co.yamhill.or.us/content/board-commissioners-committees>, or call the Board of Commissioners’ office at 503-434-7501 or 503-554-7801 (toll-free from Newberg).

2. For questions regarding accessibility or to request an accommodation contact the Board of Commissioners’ office at (503)-434-7501 or (503)-554-7801 (toll-free from Newberg) or email at bocinfo@co.yamhill.or.us

3. Electronic versions of all meeting agendas and meeting information packets can be found at the county’s website: <https://www.co.yamhill.or.us/meetings>

Following Commissioner announcements, the meeting adjourned at 11:15 a.m.

Carolina Rook
Secretary

YAMHILL COUNTY BOARD OF COMMISSIONERS

Chair CASEY KULLA

Commissioner MARY STARRETT

Commissioner RICHARD L. "RICK" OLSON